

Minutes of the Judiciary and Law Enforcement Committee – February 13, 2009

Chair Bonnie Morris called the meeting to order at 8:30 a.m.

Committee Members Present: County Board Supervisors Bonnie Morris (Chair), John Pledl, Dave Falstad, Peter Wolff, Kathleen Cummings, Paul Decker and Jean Tortomasi.

Also Present: Chief of Staff Mark Mader, Legislative Associate Karen Phillips, Corporation Counsel Tom Farley, Senior Financial Analyst Lyndsay Johnson, Sheriff Dan Trawicki, Business Manager Tom Koth, Jail Administrator Mike Giese, Deputy Inspector Eric Severson, Inspector Steve Marks, Emergency Management Coordinator William Stolte, Case Manager Stephanie Sutton, UW-Extension Americorp Vista Staff Member Gabriel Gardner, Building Operations Supervisor Jim Elsbury, Victim Witness Coordinator Jen Dunn, Senior Financial Analyst Bill Duckwitz, and UW-Extension Director Marcia Jante.

Approval of Minutes – January 16, 2009

MOTION: Tortomasi moved, second by Falstad, to approve the minutes of January 16, 2009. Motion carried 7-0.

Correspondence

- Grant application: Homeland Security UASI Grant for enhancements to County and local response capabilities in the amount of \$477,306.00.
- Wisconsin State Journal article titled “Dane County Jail Population Falls”, dated February 10, 2009.

Executive Committee Report

Morris reviewed the items discussed at the Executive Committee meeting of February 2, 2009:

- Ordinance regarding the establishment of fees for the Waukesha County Department of Public Works
- Presentation of Waukesha County Economic Development Corporation’s 2009 Economic Strategies: Innovation and Sustainability by Bill Mitchell.
- Presentation of CDBG and HOME Year-End Reports by Glen Lewinski
- Presentation of Waukesha County’s Federated Library System’s Business Outreach Initiative by Tom Hennen
- Update on the Drug Free Community Grant by Marcia Jante
- Update on the Juvenile Diversion Program by Stephanie Sutton and Gabriel Gardner

Discuss and Consider Ordinance 163-O-087: Amend Sheriff’s Department 2009 Budget Expenditure Of Office Of National Drug Control Policy Cooperative Agreement Funds

MOTION: Tortomasi moved, second by Wolff to approve Ordinance 163-O-087.

Trawicki said this ordinance would authorize the acceptance of \$17,811 from the Office of National Drug Control Policy to enhance the department’s efforts as part of the Milwaukee High Intensity Drug Trafficking Area (HIDTA). The funding would be used to purchase necessary equipment for the metro drug unit including an overhead projector, cameras, binoculars, interactive white board, and evidence room improvements.

Motion carried 7-0.

Discuss and Consider Ordinance 163-O-088: Accept U.S. Marshal’s Office Funds To Purchase HIDTA Equipment And Modify Waukesha County Sheriff Department’s 2009 Budget To Authorize These Expenditures

MOTION: Falstad moved, second by Pledl, to approve Ordinance 163-O-088.

Trawicki explained this ordinance would allow the Waukesha County Sheriff's Department to act as the fiscal agent for the U.S. Marshall's Office so that they can acquire equipment for the HIDTA Taskforce through the High Intensity Drug Traffic Area (HIDTA) grant program in southeastern Wisconsin. This HIDTA funding would be used for purchase of equipment for the US Marshall's Service. It is cost neutral. Severson explained there must be a fiduciary agent for the money to pass from one federal agency to another. Waukesha County will be acting as the pass through agent and will purchase the equipment. Koth added that this has been done in the past, and is not a lot of work for the Sheriff's Department.

Motion carried: 7-0.

Discuss and Consider Ordinance 163-O-089: Amend 2009 Sheriff's Department Budget – Expenditure Of Seized Funds – Participant Distribution, February, 2009

MOTION: Tortomasi moved, second by Decker to approve Ordinance 163-O-089.

Trawicki reviewed this ordinance that transfers forfeited assets to state and local agencies that contributed directly to the seizure of that property. Sheriff staff has determined that approximately \$17,320 will be disbursed to the following participating Metro Drug Unit police agencies: City of Waukesha (\$6,479); City of New Berlin (\$3,239); City of Brookfield (\$3,239); Village of Menomonee Falls (\$3,239); City of Muskego (\$333); Village of Hartland (\$473); and Village of Pewaukee (\$318).

That same amount stays in the asset forfeiture account for use by the Sheriff's Department. Trawicki explained that the funds accumulate in the account and are dispersed in intervals. Trawicki further explained that the seized funds must be used for something to enhance, not replace/supplant existing budget appropriations.

Motion carried: 7-0.

Discuss and Consider Ordinance 163-O-090: Expenditure Of Seized Funds Amend 2009 Sheriff's Department Budget Multiple Expenditure Requests February 2009

MOTION: Falstad moved, second by Cummings, to approve Ordinance 163-O-090.

Trawicki explained this ordinance as outlined. According to the County's accounting records, the department currently has a balance of undesignated seized funds available totaling \$220,800 (without deducting \$17,320 to participant members or the appropriations in this proposed ordinance). The department is requesting to use up to a maximum of \$64,100 of seized funds to purchase the following items: furniture for the Sussex substation (\$43,000); Huber televisions (digital compatible televisions) (\$3,750); converter system for jail televisions to get digital signals and to purchase converter boxes for department televisions (\$7,750); donation to Crime Stoppers via the District Attorney's Office (\$5,000); enclosed trailer for the snowmobiles (\$3,100); and a dress uniform for a lieutenant (\$1,500).

Morris questioned the cost of the lieutenant uniform. Trawicki said that a couple of years ago the uniforms were replaced for the entire command staff through asset forfeiture. These uniforms are worn for funerals, special occasions, and when officers are representing the department at official functions. This uniform is for a newly promoted lieutenant who does not have one.

Motion carried: 7-0

Discuss and Consider Ordinance 163-O-091: Participate In Statewide Automated Victim Information And Notification (SAVIN) Program With The State Of Wisconsin

MOTION: Cummings moved, second by Decker, to approve Ordinance 163-O-091.

Trawicki explained this ordinance as outlined. The State has received a \$1.2 million dollar grant from the federal government to implement a two-year membership in the Statewide Automated Victim Information and Notification (SAVIN) program. The Wisconsin Department of Corrections requested that counties volunteer to participate in this program through July 2010. All costs for participation in the program are paid for directly by the DOC. Trawicki stated that the Sheriff's Department would like to participate in this program, which provides automated notification to crime victims about release or change in incarceration status of the person who committed a crime against them. Trawicki and Dunn agreed that it would be a good tie in with The Victim Witness Program. The Sheriff's staff handed out a packet of information regarding the SAVIN grant and the Wisconsin VINE (Victim Information & Notification Everyday) services.

Motion carried: 7-0.

Trawicki thanked Cummings for her participation on the RFP for purchase of the mobile command vehicle.

Discuss and Consider Ordinance 163-O-092: Accept Homeland Security –Training Program Funding And Modify The Emergency Preparedness 2009 Budget To Appropriate Grant Revenues And Expenditures

MOTION: Cummings moved, second by Falstad, to approve Ordinance 163-O-092.

Stolte discussed this ordinance which authorizes the Department of Emergency Management to accept \$4,270 in Department of Homeland Security federal funding to provide Incident Command System and Emergency Operations Command (EOC) integration training to ensure that the personnel required to staff the EOC are properly trained to perform the functions required. The funding would be used to compensate course instructors and purchase materials for two different courses. Approximately 25 county and municipal employees can attend each of the training sessions. The courses have been scheduled for the beginning of March. The grant will cover the cost of the training, which is \$67 per employee for the one-day session and \$104 per employee for the two-day session. Stolte added that this series of courses would help participants prepare for the upcoming exercise in Emmetsburg, Maryland.

Motion carried: 7-0.

Discuss and Consider Ordinance 163-O-093: Accept Homeland Security-Urban Area Security Initiative FY2007 Program Funding And Modify The Emergency Preparedness 2009 Budget To Appropriate Grant Revenues And Expenditures For Citizen Corps Initiatives And Community Emergency Response Training

MOTION: Wolff moved, second by Decker, to approve Ordinance 163-O-093.

Stolte reviewed this ordinance to accept \$149,062 in federal funding from the Homeland Security-Urban Area Security Initiative (UASI). The grant deals specifically with the citizen preparedness program. This would allow them to continue citizen corps initiatives and community emergency response training (CERT). Funding would be used to cover personnel costs (\$83,426); printing materials, advertising, and promotion (\$8,576); Community Emergency Response Team (CERT) class instruction (\$38,259); office supplies (\$7,000); promotional materials (\$10,228); and small equipment (\$1,573).

Stolte explained that this training is oriented toward educating the citizens on what to do to protect themselves as well as their families, neighbors and co-workers. The program works in conjunction with

Milwaukee County and Ozaukee County. The entire cost would be paid by the Department of Homeland Security, as citizen preparedness is one of their eight national priorities.

Morris questioned the personnel costs, specifically for the limited term employee. Stolte explained that that employee is a temporary Waukesha County employee who works in the Emergency Preparedness Office. He further explained that the CERT instruction is provided through contractors; the instructors are all certified by the state to teach the program.

Falstad questioned lines 10-11 of the ordinance, which refers to the eligibility for grant funding to enhance capabilities to prevent, respond to, and recover from acts of terrorism. Stolte stated initially it was the focus of the program; however, a broader view is being taken to encompass an all-hazards approach, especially since events like Hurricane Katrina, to include natural disasters, hazardous materials events, etc. Stolte provided specific examples of some of the areas of training. For instance, part of one course teaches people how to use fire extinguishers; they have hands-on training working along with fire department personnel. They also learn to recognize the warning signs of an act of terrorism. It is a goal to keep people as safe as possible, minimize confusion, and prevent potential fatalities in those types of situations.

Falstad asked what a trained citizen group would do in a terrorist situation. Stolte explained that in July a mass clinic would be simulated in conjunction with the Department of Public Health. It will simulate a biological weapon type of event. A plan will be tested involving citizen corps support. For example, the medical reserve corps (a component of the citizen corps) is made up of licensed medical professionals. In a terrorism-type event, they must understand contamination precautions. They must know how to relay information back to first responders in order to help manage the response to the situation. Stolte said other activities include providing CERT graduates additional training on how to deploy sandbags during a flooding situation. There is a specific technique to be followed. These people would be trained leaders in an emergency situation. Citizens are also trained in basic first-aid for responding in events such as tornados and car accidents; they are trained to have basic knowledge to assist in various emergency situations.

Tortomasi asked where this training would take place. Stolte stated the training would take place at various locations around the County. He stated that Morris would be included in the list of recipients who would be provided information on the upcoming training.

Motion carried: 7-0.

Update on the Juvenile Diversion Program

Jante stated that the UW-Extension Office received a grant to hire Americorp Vista staff to develop the Juvenile Diversion Program. She gave a brief recap of background information that led to the development of the program. Jante distributed a handout titled Recommendations for a Diversion Program in Waukesha County that outlined an introduction to diversion and the methodology implemented. Sutton and Gardner presented a PowerPoint presentation and reviewed the proposals and details for each of the following program components:

- Program Structure – 9 months of formal programming including 12-14 weeks of classes to be followed by 6 months of case management
- Staff – to include an executive director, 2 case managers and an administrative assistant
- Community Collaborations - Waukesha County D.A.'s Office would be the main partner, and may include law enforcement agencies, HHS, juvenile court, attorneys, public defender's office, or other agencies (the referral sources)
- Program Funding – mostly from participant fees (grants and donations may be possible options)
- Program Eligibility – ages 14-20, first time offenders, non-violent/low level charges. Offenses of a sexual nature and violent felonies would not be eligible.
- Curriculum – goal of creating lasting family connections, 2-3 nights a week, 2-3 hours a night.

- Classes – speakers to cover topics such as anger and stress management, judicial affairs, community service, employment, nutrition, budgeting.
- Case Management – session provided every other week with the case manager to work with the individual.
- Restorative Justice – 40 hours of community service required, and restorative justice components may also include restitution.
- Mentoring – the mentoring program would provide youth with a positive role model to meet with throughout the duration of the program.
- Evaluations – to be completed on selected components to ensure effective practice.
- Program Completion – upon fulfilling the requirements of the program and agreement with the referral source, criminal charges may be reduced or dropped.

Jante asked for suggestions on how to promote the Juvenile Diversion Program throughout the community. Decker, Wolff and Tortomasi made several suggestions including the Waukesha County Bar Association, school superintendents, principals and guidance counselors, rotary clubs, etc. Decker offered Jante some possible leads for additional assistance from individuals and agencies.

Future Agenda Items

- Presentation by Brian Dorow of WCTC on security for non-commercial airports.

Future Meeting Date

- March 13, 2009

Reports by Committee Member Liaisons

- Tortomasi, member of DOC, stated that the work on the RFP for the new dispatch/CAD system is still in progress.
- Cummings stated that the RFP process had been completed and a new mobile command vehicle has been chosen for purchase.
- Morris reported on the WCA Legislative Conference in Madison, which was held earlier this week.

MOTION: Falstad moved, second by Decker, to adjourn at 10:55 a.m. Motion carried: 7-0.

Respectfully submitted,

Kathleen M. Cummings
Secretary